



## KNIGHTDALE TOWN COUNCIL MINUTES

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950 Steeple Square Court, Knightdale, North Carolina 27545

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**November 2, 2015**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

**PRESENT:** Mayor Pro Tem Mike Chalk, Councilors James Roberson, Mark Swan, Dustin Tripp, and Randy Young.

**ABSENT:** Mayor Russell Killen.

**Staff Members Present:** Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Whitney Ledford, Town Clerk; Suzanne Yeatts, Administrative Services Director; Lawrence Capps, Police Chief; Chris Hills, Development Services Director; Jason Brown, Senior Planner; Matthew Christian, Planner; Ginger Keel, Police Lieutenant.

Meeting called to order by Mayor Pro Tem Chalk at 7:00 p.m.

### WELCOME

Welcome by Mayor Pro Tem Chalk.

### INVOCATION

Invocation by Councilor Tripp.

### ITEM I. ADOPTION OF AGENDA

**...Motion by Councilor Tripp to adopt the agenda. Motion seconded by Councilor Swan and carried unanimously.**

### ITEM II. APPROVAL OF MINUTES

**...Motion by Councilor Roberson to approve the minutes from October 21, 2015. Motion seconded by Councilor Young and carried unanimously.**

### ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

None at this time.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record. Before speaking, please state your name and address.

A. Open to the Public

No one approached.

B. Report on Citizen Inquiries

Nothing at this time.

ITEM V. CONSENT AGENDA

Nothing at this time.

ITEM VI. LAND USE REVIEW BOARD REPORTS

None at this time.

ITEM VII. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

A. Cardinal Charter School

ZMA-5-15

Public Hearing continued at 7:03 p.m.

Development Services Director Chris Hills gave an update and explained that there are some aspects of this rezoning that need to be reviewed and finalized before moving forward. Mr. Hills recommended Council continue the public hearing to the November 18, 2015 meeting until staff and the North Carolina Department of Transportation approve the Traffic Impact Analysis.

No one else approached.

**...Motion by Councilor Young at 7:04 p.m. to continue ZMA-5-15 to the November 18, 2015 Town Council meeting. Motion seconded by Councilor Swan and carried unanimously.**

B. Senate Bill 25

ZTA-3-15 Compliance and Planned Residential Development

Public Hearing opened at 7:05 p.m.

Senior Planner Jason Brown presented a zoning text amendment to update the Unified Development Ordinance in several chapters pertaining to compliance and planned residential development including: 2.1(B), 2.3(C), 2.14(C), 3.3(T), 4.6(C).2, 5.3, 15.4(F).6, and 16.8(D).2. Mr. Brown answered questions from Council and recommended they close the public hearing and refer ZTA-3-15 to the November 9, 2015 Land Use Review Board meeting.

Town Attorney Clyde Holt and Development Services Director Chris Hills elaborated further on what these changes will incur for the Town.

No one else approached.

**...Motion by Councilor Tripp at 7:20 p.m. to refer ZTA-3-15 to the November 9, 2015 Land Use Review Board meeting. Motion seconded by Councilor Swan and carried unanimously.**

C. Quarry Overlay District Expansion  
ZMA-6-15

Public Hearing opened at 7:20 p.m.

Senior Planner Jason Brown presented a request to amend the zoning map expanding the quarry overlay district to include an additional 21.84 acres located at 2300 Old Milburnie Road. Mr. Brown answered questions and recommended that Council close the public hearing and refer ZMA-6-15 to the November 9, 2015 Land Use Review Board meeting.

Martin Allen of 2300 Old Milburnie Road shared his concern for the rezoning amendment. He inquired as to why the buffer should be placed on his property and proposed the buffer be shifted to release the 9 developable acres of his land.

Vice President of Wake Stone Corporation Tom Oxholm spoke in favor of what has been proposed and is willing to work with both parties to come to a solution.

No one else approached.

**...Motion by Councilor Roberson at 7:34 p.m. to close the Public Hearing and refer ZMA-6-15 to the November 9, 2015 Land Use Review Board meeting. Motion seconded by Councilor Tripp and carried unanimously.**

ITEM VIII. SET PUBLIC HEARINGS  
None at this time.

ITEM IX. TOWN ATTORNEY  
Nothing at this time.

ITEM X. OLD BUSINESS  
Nothing at this time.

ITEM XI. NEW BUSINESS  
A. Budget Amendment 2016 03

Town Manager Seth Lawless presented a budget amendment request for LED street lights, Parks and Recreation trips, and a Capital Reserve Transfer for street improvements. Mr. Lawless answered questions from Council.

Councilor Tripp shared that the LED light transfer was discussed by the Planning and Engineering Committee. He also noted that only one complaint has been received regarding the already converted LED lights.

Development Services Director Chris Hills explained that the proposed LED light replacements only include those lights provided by Progress Energy, not Wake Electric.

**...Motion by Councilor Young to adopt Budget Amendment 2016 03. Motion seconded by Councilor Roberson and carried unanimously.**

B. Street Tree Planting Approval

Planner Matt Christian presented the Fiscal Year 2016 Street Tree Planting Project. Mr. Christian answered questions from Council and recommended approval of the Street Tree Planting Project along Lynnwood Road.

**...Motion by Councilor Young to approve Fiscal Year 2016 Street Tree Planting Project along Lynnwood Road. Motion seconded by Councilor Swan and carried unanimously.**

ITEM XII. OTHER BUSINESS  
Blue Star Memorial Veteran's Day Tribute  
SEP-2-15

Development Services Director Chris Hills presented the Blue Star Memorial Veteran's Day Special Event Permit request received by Two Green Thumbs Garden Club. Mr. Hills recommended that Council approve the Special Event Permit request with the following conditions: On-street parking spaces

located within the area of the proposed temporary street closures are marked off so that individuals attending church/retail stores in the vicinity are not prohibited from leaving until after the event, and if tents will be utilized with sides over 400 square feet and without sides over 700 square feet a permit must be acquired from the Fire Department and an inspection scheduled once erected. Mr. Hills answered questions from Council.

**...Motion by Councilor Tripp to approve the Special Event permit request with the noted staff conditions. Motion seconded by Councilor Young and carried unanimously.**

ITEM XIII. COMMITTEE REPORTS

A. Planning and Engineering  
No report.

B. Finance  
No report.

C. Public Safety  
No report.

D. Nominating  
**...Motion by Councilor Young, on behalf of the Nominating Committee, to appoint Mike Marsh to the Old Town Advisory Committee; add two seats to the Community Policing Advisory Board; and appoint the following to the Community Policing Advisory Board: Adrian Dixon, Jessica Day, Randall Owens, Anthony Dismuke, Ricci Kearney, Holly Atkins, Brandy Dolby, Raymond Rivera. Motion carried unanimously.**

E. Liaison Reports  
No report.

ITEM XIV. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

ITEM XV. ADJOURNMENT

**...Motion by Councilor Young to adjourn at 7:53 p.m. Motion seconded by Councilor Roberson and carried unanimously.**



Mayor Russel B. Killen



Town Clerk Whitney A. Ledford